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EYES ONLY

Minutes of the Eighty-Eighth Meeting

Staff Operations Panel

5 February 1970

1400 Hours, 6D-29, Headquarters Building

1. Those present:



Chairman

Member

Member

Member

Executive Secretary

Assistant Executive Secretary

25X1A

2. Organization and Procedures - The Panel members discussed at some length a number of suggestions for modifications of the manner Panel business is conducted. Among the recommendations were

a. The Staff Operations Panel will follow the procedures listed with reference to selection of personnel for assignments:

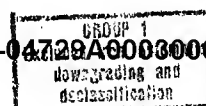
(1) Based on review of Headquarters and Field Reassignment Questionnaires plus personal interviews with Panel members, the Executive Secretary will make recommendations to the Panel.

(2) The Panel will consider those recommendations from Executive Secretary plus any made from the floor and select a candidate for a position.

(3) If the candidate is in Headquarters, the Executive Secretary will check with the Support office and/or supervisor and then discuss the proposed assignment with the candidate. If the candidate is overseas it may be necessary that he be queried.

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(4) After a determination is made as to his availability, the Executive Secretary will report to the Panel accordingly. Should the candidate decline, the Executive Secretary will advise the Panel of the reasons and they in turn will determine if such reasons are valid basis for recommending to the Deputy Director for Support that the candidate be excused from the assignment. If the candidate accepts, the nomination will be made to the Deputy Director for Support and if approved by him, the Executive Secretary will notify the gaining component of the DD/S selection and request approval.

b. We believe that the Deputy Director for Support policy guidance for Support Careerists should be that he encourages three-year tours in most overseas areas and, generally, discourages a two-year tour followed by Home Leave and return to the same station for a second two-year tour. Also that, in general, tours in the same Headquarters position beyond three years is to be discouraged. (see para 5 a)

c. The Panel intends to commit itself to meet every other Thursday at 1430 hours for one hour (unless there is a pressing reason to extend the length of the meeting). The next meeting will be Thursday, 12 February 1970, and every other week thereafter. In preparation for these meetings, the Executive Secretary is responsible for having the Agenda and supporting documentation, in the hands of the Panel members by close of business the preceding Monday. This will necessarily limit the number of unscheduled items the Panel will consider to those which they deem cannot wait until the next meeting.

d. Hencefore the traffic to the field related to nominations, promotion, and assignments of Support Careerists will be prepared in the office of the Career Management Officer and released in the DD/P Area Division or by other Agency components as appropriate.

3. Overseas Assignment

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The Panel considered the assignment of [REDACTED] (SB) as the next C [REDACTED] Jerry has declared his availability for the tour. The Panel agreed that it would be a suitable assignment. (see para 5 b)

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4. Assignments

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The Panel provided the Career Management Officer their thoughts on some possible assignments but will postpone a full review until the next session.

5. The following actions are recommended by the Panel for the approval of the Deputy Director for Support:

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a. That the Deputy Director for Support establish the policy guidance that he encourages three-year tours at most overseas posts and for most assignments. (see para 2 b)

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b. That be nominated as C
(see para 3)

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[Redacted Signature]

Executive Secretary
Staff Operations Panel

The recommendations contained in paragraph 5, a and b are approved.

25X1A

[Redacted Signature]
Deputy Director for Support

M Feb 70
Date

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